

SEPTEMBER 18, 2009

TO: ALL BIDDERS

FROM: CARMEN HERRERA
IT PROCUREMENT OFFICER

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL - CONTRACT NO. DTI-2010-110
INMATE & PUBLIC COIN TELEPHONE SERVICES

ADDENDUM #1

This addendum is to advise all bidders of the following:

1. A site tour will be conducted at the James T. Vaughn Correctional Center (JTVCC), 1181 Paddock Road, Smyrna, DE 19977 in Smyrna on Wednesday September 23, 2009 at 1:45 PM. To attend the site tour, bidders must:
 - a. Be pre-qualified for security clearance;
 - b. Be at the facility at least 15 minutes in advance in order to get checked in. Tour will start promptly at 1:45. Latecomers will not be accommodated.
 - c. Have a state issued driver's license or ID with you when entering the facility. It will be surrendered to the front gate when entering and returned to you when you leave.
 - d. May bring keys, a driver's license and a notepad/writing instrument into the facility. NO cell phones, blackberries, pagers, chewing gum, tobacco products, penknives, etc.
2. No other sites will be open for inspection on September 23, 2009.
3. The facilities will accommodate vendor visits after 9/23/2009 with the following provisions:
 - a. Request must be in writing and include information to facilitate criminal background checks.
 - b. Requests can be made to the Warden or to the Internal Affairs officer at that facility.
 - c. A confirmed appointment will be made to the vendor by an officer from the facility for a specific date and time.
 - d. A limit of 4-5 people maximum can be handled per visit.
 - e. Absolutely no "drop-in" visits can be accommodated.
4. All other terms and conditions remain the same.
5. If you have any questions, please contact me at Carmen.Herrera@state.de.us.